



## NOTICE OF AGRICULTURE COMMISSION MEETING

February 16, 2022, 4:30 p.m.

**DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED TELEPHONICALLY. NO IN-PERSON APPEARANCES WILL BE PERMITTED. MEMBERS OF THE AGRICULTURE COMMISSION AND THE PUBLIC MAY JOIN THE MEETING TELEPHONICALLY BY DIALING 928-289-1482 AND ENTERING PIN # 123321.**

### AGENDA

Pursuant to A.R.S. 38-431.02, notice is hereby given to the members of the Agriculture Commission of the City of Winslow, Arizona, and to the general public that the Winslow Agriculture Commission will hold a regular meeting on Wednesday, February 16, 2022 at 4:30 p.m. in the City Hall Conference Room, 21 Williamson Avenue, Winslow, Arizona 86047. Members of the Agriculture Commission will attend by telephone.

1. **Call to Order**
2. **Pledge of Allegiance and Invocation**
3. **Roll Call - Excuse Absent Members**
4. **Commission Consideration and Possible Action**
  - A. **Discussion and/or Action Regarding Election of Chairperson**
  - B. **Discussion and/or Action Regarding Election of Vice Chairperson**
  - C. **Discussion and/or Action Regarding Commission Purpose and Objectives**
5. **Future Agenda Items**
6. **Adjournment**

*A copy of the agenda background materials already made available to the Agriculture Commission is available at City Hall, 21 Williamson Avenue, Winslow, Arizona between the hours of 7:30 a.m. and 4:30 p.m., Monday through Friday.*

*Pursuant to the Americans with Disabilities Act (ADA) the Agriculture Commission endeavors to ensure the accessibility of its meetings to all persons with disabilities. Assistive listening devices are available for the public's use for meetings. Reasonable accommodations will be made upon request for persons with disabilities or for those who speak English other than very well. If you need an accommodation for a meeting, please call the City Clerk's Office at 928-289-1416 at least 48 hours prior to the meeting so that an accommodation can be arranged.*

*Notice is hereby given that pursuant to A.R.S. 1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Agriculture Commission are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.*

RESOLUTION NO. 1858

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINSLOW, ARIZONA, ESTABLISHING REGULATIONS FOR THE CITY OF WINSLOW AGRICULTURE COMMISSION, INCLUDING DECLARATION OF THE PURPOSE OF THE COMMISSION, APPOINTMENT OF MEMBERS, AND ESTABLISHMENT OF TERMS OF SERVICE AND OTHER ADMINISTRATIVE MATTERS; ALL RELATED TO THE PROMOTION AND DEVELOPMENT OF AGRICULTURE OPPORTUNITIES WITHIN THE CITY, DEVELOPING PLANS FOR FOOD STABILITY, EXAMINING POLICIES WITHIN THE CITY TO SUPPORT AGRICULTURE, AND IDENTIFYING AND INFORMING CITY REPRESENTATIVE OF RELEVANT GRANT OPPORTUNITIES.**

WHEREAS, the City Council of the City of Winslow desires to promote and encourage development of agriculture within the City of Winslow, develop plans for food stability in the community; examine policies within the City to support agriculture; and identify and inform City representative of relevant grant opportunities; and

WHEREAS, at the City Council's meeting on July 27, 2020, the City did hereby establish the City of Winslow Agriculture Commission by motion and now desires to hereby adopt regulations for the administration of the Winslow Agriculture Commission.

NOW THEREFORE, BE IT ORDAINED by the City Council of the City of Winslow, Arizona, as follows:

Section 1. Purpose. The purpose of the City of Winslow Agriculture Commission ("Agriculture Commission" or "Commission") is to promote and encourage development of agriculture within the City of Winslow, develop plans for food stability in the community; examine policies within the City to support the agricultural industry; and identify and inform City Representative of relevant grant opportunities.

Section 2. Membership; Numbers; Qualifications; and Appointment. The membership of the City of Winslow Agriculture Commission shall consist of not less than five nor more than seven members living within a ten mile radius of the City of Winslow's boundaries. The members shall include two youth members and one non-voting City representative. The members shall be appointed by and serve at the pleasure of the City Council. Applicants shall have experience in at least one of the following areas: (1) farming, (2) ranching, (3) home gardening, (4) hydro- or aquaponics, (5) compost or soil building, (6) dairy, (7) poultry/eggs, (8) pest management, (9) nurseery or greenhouse (10) 4-H, (11) FFA, and (12) water conservation.

Terms for the Agriculture Commission shall be for a period of two years each, with the terms of the members staggered. The initial appointments to the Commission, however, shall be for three (3) members, with a one-year term and up to four (4) members with a two-year term. Thereafter, all members shall be appointed for two (2) year terms, except that in the event of the death, resignation, or removal of a member, the vacancy shall be filled for only the unexpired

portion of the term. The terms of all members shall extend until their successors are qualified. Members may not serve more than two consecutive terms without an absence from the Commission of at least two years.

Section 3. Officers. At its first meeting, the Agriculture Commission shall elect a Chair, Vice-Chair, Recording Secretary, and such other officers as it deems necessary. The term of all officers shall be one (1) year, with eligibility for reelection.

Section 4. Meetings; Records; Open Meeting Law; Conflict of Interest. The Agriculture Commission shall fix the time and place for regular meetings. A majority of the voting members of the Commission shall constitute a quorum. A quorum shall be required to transact any Commission business or take official action including, but not limited to, adoption of recommendations, reports, or minutes. The Commission shall keep a record of its transactions, findings, and recommendations. A copy of the Commission's records shall be kept in the office of the City Clerk and such record shall be open to public inspection. The members of the Agriculture Commission are subject to the state conflict of interest statutes and the Arizona Open Meeting Law, and all members shall attend Open Meeting Law training prior to service.

Section 5. Absences. The Recording Secretary of the Commission shall notify the City Council whenever any member is absent from three consecutive regular meetings; three such absences without cause shall be sufficient for the City Council to declare a vacancy in that office. When a member moves beyond a ten mile radius of the City of Winslow's boundaries, his or her office shall at once become vacant. Vacancy shall be filled for unexpired terms in the same manner as prescribed for the original appointments as set out above.

Section 6. No Compensation. All members of the Agriculture Commission shall serve without compensation except that they may be reimbursed for actual expenses for travel incurred in connection with the duties of their office upon prior authorization by the Agriculture Commission and prior approval of the City of Winslow.

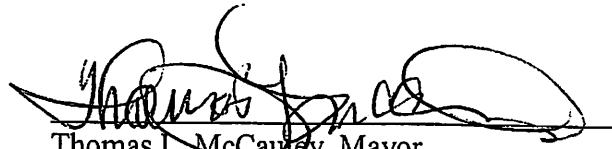
Section 7. Staff Support. The Agriculture Commission shall be supported by City Staff to assist the Commission in carrying out its duties and making recommendations to the City Council. The non-voting City representative member of the Commission shall facilitate such communications to assist the Commission, including coordination of posting of agendas and management of records, in accordance with the City Clerk's requirements.

Section 8. Grants. The Agriculture Commission may develop and draft grant applications with the prior approval of the City Council of the City of Winslow. Upon receipt of any grant funding, that funding shall be deposited with the City of Winslow in accordance with the City of Winslow finance policies and procedures as directed by the City Finance Director.

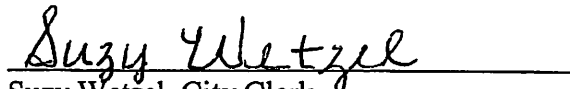
Section 9. Reports. The Agriculture Commission shall submit to the City Council of the City of Winslow an annual report setting forth the state and progress of its work and such other information as it may deem proper and as may be requested by the City Manager. Additional reports and presentations may be requested by the Commission, Council, or the City Manager, and placed on Council agendas accordingly.

Section 10. Funding. The Agriculture Commission may receive funds by an annual appropriation from the City Council of the City of Winslow, Arizona, out of the city budget, although any such funding is at the discretion of Council. The Commission may also receive funds from other government sources, corporate sources, or private grants or donations and from proceeds from functions authorized by the Agriculture Commission. All such funds shall be held and managed by the City in accordance with the City of Winslow finance policies and procedures as directed by the City Finance Director. All of said funds shall be deposited immediately upon receipt by the Agriculture Commission into the appropriate fund as directed by the City Finance Director.

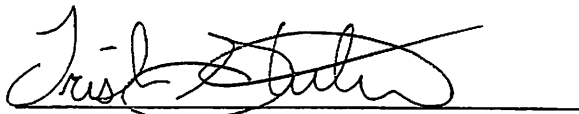
**PASSED AND ADOPTED** by the Mayor and City Council of the City of Winslow, Arizona, this 17<sup>th</sup> day of November, 2020.

  
Thomas L. McCauley, Mayor

ATTEST:

  
Suzy Wetzel, City Clerk

APPROVED AS TO FORM:

  
Trish Stuhan, City Attorney